



Finance Committee
 Town of Halifax
 499 Plymouth St.
 Halifax, MA 02338

Meeting Minutes
 Monday, March 23, 2015

	Gordon Andrews	Linda Braga	Margaret (Peg) Fitzgerald	Nikki Newton	Stu Hall	Julianne Crawford	Vacant
Present	✓	✓	✓	✓	✓		

Others in Attendance: Charlie Seelig, Town Administrator; Sandy Nolan, Town Accountant; Barbara Gaynor, Town Clerk; Cassey Hanson, Halifax Elementary School and Silver Lake School Committee Chairperson; Robert Slager, Halifax School Committee; Robert Johnson, Halifax School Committee; Cathy Drinan, Health Agent; Laurie Cavanaugh, Librarian; Marie Coady, Children’s Librarian; Jean Gallant, Library Director Assistant.

Meeting called to order by Gordon Andrews at 7:05pm. Meeting is being taped by CHAT TV.

Board of Health

Line 116 has decreased by \$60.00. LY there was an increase of \$3,000.00 on this line and that money was not used so therefore will be returned to the General Fund. The Individual that Cathy had to do the additional inspections did not have professional liability insurance, so they were not able to complete any inspections. She has discussed this with Wage and Personnel and is hoping that they will be making a new position of Health Agent Assistant instead. She is hoping to reduce the expense line to \$3,120.00 and move it to the Assistant Health Agent Line (new line) to cover the inspections.

Meeting Minutes

Peg Fitzgerald made a motion to approve the meeting minutes from November 10, 2014. Seconded by Nikki Newton. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the meeting minutes from December 1, 2014. Seconded by Nikki Newton. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the meeting minutes from January 12, 2015. Seconded by Nikki Newton. Motion passed unanimously.

Letter to Karen Fava was signed by all members present.

Library

Any wage increases are due to step increases and longevity. The Library Accreditation was discussed in depth. The State asks the towns to appropriate money that is an average of the 3 previous years plus 2.5% to provide a financial floor. If the town complies, then they are eligible for State Aid. This year about \$10,000.00 in State Aid was received and a LSTA grant as well. We are using \$7,700.00 of a grant this year. 19% of the total library budget has to be spent on library materials. 72% of the budget is Staff Salary. Reciprocal borrowing is a large benefit of being certified. Electricity is up by about \$400.00. They have not spoke with Charlie about that yet, but will as all the other Town Buildings are up as well. The computer line represents the Sails Network Fee. The Library would like to make it clear that if an across the board salary increase is given, it will not affect their expense line (it will still be level funded) but their bottom line would still increase. They would also like to establish a revolving fund for lost materials. Right now that money goes directly into the General Fund. Charlie would need to put it in the Warrant as an Article. That will also count towards their accreditation. They are going to be implementing an overdue fine program as of July 1. They are projecting about \$600.00 in revenue to come from that program. Right now that goes back into the general fund as well and that would not change. Faxing and lost cards is also money that gets turned over. There is a technology upgrade of \$2,785.00 on the Capital Plan as part of their annual rotation.

Article 5 Line Items

Line 45 – Peg Fitzgerald made a motion to recommend \$100,629.00 for Police Chief Salary. Seconded by Stu Hall. Motion passed unanimously.

Line 46 – Nikki Newton made a motion to recommend \$938,585.00 for Police Wages. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 47 – Peg Fitzgerald made a motion to recommend \$8,700.00 for Police Training. Seconded by Stu Hall. Motion passed unanimously.

Line 48 – Peg Fitzgerald made a motion to recommend \$43,031.00 for Police Clerical. Seconded by Nikki Newton. Motion passed unanimously.

Line 49 – Peg Fitzgerald made a motion to recommend \$62,485.00 for Police Expense. Seconded by Stu Hall. Motion passed unanimously.

Line 45 – Peg Fitzgerald made a motion to recommend \$100,629.00 for Police Chief Salary. Seconded by Stu Hall. Motion passed unanimously.

Line 50 – Hold

Line 51 – Hold

Line 52 – Peg Fitzgerald made a motion to recommend \$101,664.00 for Fire Chief Salary. Seconded by Stu Hall. Motion passed unanimously.

Line 53 – Peg Fitzgerald made a motion to recommend \$38,979.00 for Fire Clerical. Seconded by Stu Hall. Motion passed unanimously.

Line 54 – Peg Fitzgerald made a motion to recommend \$587,955.00 for Fire Wages. Seconded by Stu Hall. Motion passed unanimously.

Line 55 – Hold

Line 56 – Peg Fitzgerald made a motion to recommend \$57,627.00 for Fire Training. Seconded by Stu Hall. Motion passed unanimously.

Line 57 – Peg Fitzgerald made a motion to recommend \$30,000.00 for Fire Expense. Seconded by Stu Hall. Motion passed unanimously.

Line 58 – Hold

Line 59 – Peg Fitzgerald made a motion to recommend \$24,065.00 for Fire vehicle/Equip Maintenance. Seconded by Stu Hall. Motion passed unanimously.

Line 60 – Nikki Newton made a motion to recommend \$20,000.00 for Fire Medical Supplies. Seconded by Stu Hall. Motion passed unanimously.

Line 61 – Stu Hall made a motion to recommend \$7,500.00 for Ambulance Billing. Seconded by Stu Hall. Motion passed unanimously.

Line 79 – Peg Fitzgerald made a motion to recommend \$529,728.00 for Debt Exclusion Budget Silver Lake. Seconded by Nikki Newton. Motion passed unanimously.

Line 114 – Nikki Newton made a motion to recommend \$39,872.00 for Health Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 115 – Hold

Line 116 – Nikki Newton made a motion to recommend \$63,669.00 for Health Inspections. Seconded by Stu Hall. Motion passed unanimously.

Line 117 – Nikki Newton made a motion to recommend \$7,000.00 for Health Nursing Service. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 118 – Nikki Newton made a motion to recommend \$14,047.00 for Landfill Engineering & Monitoring. Seconded by Stu Hall. Motion passed unanimously.

Line 119 – Nikki Newton made a motion to recommend \$2,900.00 for Inspector of Animals. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 129 – Nikki Newton made a motion to recommend \$62,481.00 for Library Director Salary. Seconded by Stu Hall. Motion passed unanimously.

Line 130 – Nikki Newton made a motion to recommend \$161,758.00 for Library Wages. Seconded by Stu Hall. Motion passed unanimously.

Line 131– Hold

School Budget Discussion

Peg feels that we can afford a 2.5% increase for Halifax Elementary School which would be \$5,103,730.00 (which means they will need to cut an additional \$14,157.00) Cassey said that is has to go back to the full Committee for a discussion and vote. They meet on 3/30/15.

Peg Fitzgerald made a motion to increase the HES budget from FY15 by 2.5% for a figure of \$5,103,730.00. Seconded by Gordon Andrews. Gordon rescinded his Second. Gordon Andrews once again seconded Peg's motion. The motion passed unanimously.

The School Committee needs to come forward with quotes to the Capital Plan for the roof and window repairs. The roof is also not within the budget at this time. Gerry had supplied an estimate to John Tuffy. Not sure what stage it is currently at. Cassey feels that the HES building committee should be discussing it on Monday at their meeting.

Silver Lake's current budget version does not have shared costs, electricity or green initiatives included in it. It does not include Capital items. They are meeting on

Thursday night. Peg feels they need to include that before discussion can be had. Money may come from net power metering and if so, it changes the assessments. If it comes from E&D, it will not change the assessments. We are at the 10 year mark for the bond. If it closes it will change the debt payment. If there is a surplus it gets applied to the following year's debt. It can't be changed once Town Meeting votes. There is currently a \$160,000.00 deficit for snow and ice. They would like to spend that money out of the E&D account. They will have a detailed listing and needs that should be added to STM in May.

FY15

The Veterans benefits will need \$10,000.00 to make the May benefit payment. We will need an additional \$16,000.00 to make the June payment. Sandy suggests increasing the line to approximately \$190,000.00. She will discuss with Charlie and the Veteran's Agent further. 75% is refunded but not until the following year.

9:02 pm Stu Hall made a motion to adjourn. Seconded by Nikki Newton. Motion passed unanimously.

Respectfully Submitted,

Margaret Fitzgerald
Corresponding Clerk